

Date: 11th April 2013 at Leuven, Belgium
Attendance: See below; 32 attendees; 14 Members (including Board)
Office Bearers in attendance: Simon Buckingham Shum; George Siemens; Caroline Haythornthwaite; Dragan Gasevic; Shane Dawson

President called the meeting to order at 12:34pm. (4 minutes late George room for improvement)

1. Board Welcome (George Siemens):

- Discussion of SoLAR and background to executive membership. How the society was formed to be able to incorporate
- The executive committee will be tasked with finalising the governance and by laws for the Society. To be finalised by May 1 2013
- Open for questions: Clarification of the structure and incorporation

AGM Business:

2. Financial Statements (George Siemens):

- Overview of the founding institutions that have committed funding to assist the Society in becoming established
- Post 2013 there will be no further opportunities to be listed as a founding member of SoLAR
- Question: Are there any founding principles for SoLAR. Once governance is in place we can move forward to promoting discussion to move this forward in a strategic plan, mission etc.
- **Action disseminate information to institutions regarding being listed as a founding member**

3. Membership overview (Grace Lynch)

- An overview of the proposed membership details - costs, and benefits linked to the membership and the alignment with the Society's constitution and by laws
- Discussion regarding possibility for the Society to receive additional funding not linked to membership. The Society has been set up to be able to receive outside funds.
- Question - relating to the institutional membership and overall costs. This is currently in draft and requires formal approval. There is scope to change these at present
- Question - when will membership details be approved including fees. Shortly after May 1 2013, membership processes will be implemented and formalised.

4. Update on SoLAR activities and from the Board

- Overview of SoLAR Flares; SoLAR Storm; LASI and regional LASI events
- In 2013 SoLAR will be focussed on standardizing activities and processes
- Simon Buckingham Shum: overview of SoLAR distributed lab; coordination of the LAK14 proposals; LASI and coordinating the global LA events

- Caroline Haythornthwaite: participation in the exec decisions and discussions re: LA events; assisting with SoLAR events; conference
- Dragan Gasevic: established the incorporation; process for finances; also setting up the Journal; coordination of the program committee for LASI and the selection process.

5. Other Business arising:

- Nil

The president officially called the meeting to a close 13:06pm

Members in attendance:

Grace Lynch
Rebecca Ferguson
Simon Knight
Paulo Blikstein
Bertrand Schneider

Doug Clow
Denise Whitelock
Marcelo Worsley
Emily Schneider